

**GALVESTON COUNTY HEALTH DISTRICT
ANIMAL SERVICES ADVISORY COMMITTEE**

AGENDA

(Proposed)

9850-A Emmett F. Lowry Expressway, Texas City, Texas 77591

Board Room

Thursday, November 10, 2016 12:00 Noon

CONSENT AGENDA: All items marked with a single asterisk (*) are parts of the consent agenda and require no deliberation by the Animal Advisory Committee. Any Committee member may remove an item from this agenda to be considered separately.

APPEARANCE: A citizen desiring to make comment to the Committee shall submit a written request to the Director by noon on the fifth day preceding the Advisory Committee Meeting. A statement of the nature of the matter to be considered shall accompany the request. The Director shall include the requested appearance on the agenda, and the person shall be heard if he or she appears.

QUORUM: A majority of the members (7) with at least (4) City reps and (1) County rep present shall constitute a quorum

Meeting Called to Order

*Item #1 **ACTION** Agenda

*Item #2 **ACTION** Excused Absence(s)

*Item #3 **ACTION** Approval of Minutes
- August 11, 2016

Item #4 ARC Manager Report

Item #5 **ACTION** Financial Report for September 2016 and Review Fund Balance Reserve

Item #6 **ACTION** Consider for Approval Proposal to Install Additional Security Cameras at the Animal Resource Center

Item #7 Comparative Data Summary (2016-2015) (Intake and Dispositions)

Item #8 Update from Animal Services Advisory Committee Members

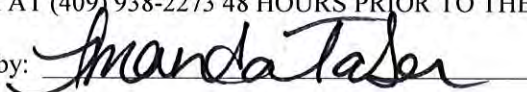
Item #9 Public Comments

At the discretion of the Advisory Committee Chair, persons who have not submitted written request may be permitted to comment on posted agenda item (s) (**limit three (3) minutes per person**). In compliance with Texas Open Meeting Act the Animal Advisory Committee may not deliberate on comments. Personal attacks will not be allowed and personnel matters should be addressed to the Animal Services Manager during normal business hours.

Adjournment

Tentative Next Meeting: February 9, 2017

**MEMBERS MAY BE REACHED DURING THE MEETING AT 938-2288
ANY PERSON REQUIRING SPECIAL ACCOMMODATION SHOULD CONTACT
AMANDA TABER AT (409) 938-2273 48 HOURS PRIOR TO THE MEETING.**

Posted by: 



GALVESTON COUNTY HEALTH DISTRICT

Animal Services Advisory Committee

November 10, 2016

Item #2

Excused Absence(s)



GALVESTON COUNTY HEALTH DISTRICT

Animal Services Advisory Committee

November 10, 2016

Item #3

Approval of Minutes

Animal Services Advisory Committee Meeting Minutes
August 11, 2016 12:00 Noon

In Attendance:

James Osteen, City of La Marque
Dee Ann Haney, City of Texas City
Nick Finan, City of Texas City
Mark Johnston, City of Bayou Vista
Kyle Burks, City of Kemah
Commissioner Stephen Holmes, Galveston County
Lark Tedesco, Animal Welfare
Cynthia Kelley, Animal Welfare
Curtis Klages DVM, DAACLAM, UBOH
Amber Adams, Daily Operator of an Animal Shelter

Absent:

Tom Fisher, Village of Tiki Island
Fard Abdullah, City of Hitchcock
Jonathon Givens, DVM
Sherlyn Linton

GCHD Staff:

Kathy Barroso, Chief Executive Officer
Malek Bohsali, Chief Financial Officer
Peri Bluemer, Chief Operating Officer
Scott Packard, Public Information Officer
Amanda Taber, Executive Assistant II

Guest:

Yvonne Downs

Unexcused Absences:

Tom Fisher, Village of Tiki Island, Fard Abdullah, City of Hitchcock, and Sherlyn Linton

Item #1 Agenda

James Osteen, Chair, asked for a motion to approve the August 2016 agenda. A motion was made by Ms. Haney, seconded by Ms. Tedesco and unanimously approved by the Committee.

Item #2 Excused Absences

James Osteen advised the Committee that there were no excused absences. Mr. Osteen advised the Committee that if they are unable to attend the meeting to call or email Amanda Taber so that they can be excused.

Item #3 Approval of Minutes February 4, 2016

Mr. Osteen asked the Committee to review the minutes from the May 12, 2016 meeting. A motion was made to approve the minutes by Ms. Haney and seconded by Ms. Tedesco. The Committee unanimously approved.

Item #4 ARC Manager Report

Amber Adams, MPH, Animal Services presented the manager's report.

1) Vacancies:

Shelter:

None

Field:

1 Part Time ACO – Position posted and collecting applications

2) Rabies Cases:

There was 1 reported cases of rabies in the County since the last meeting. (Texas City)

3) Events/Programs:

- a. May 21st – Bark in the Park – Cancelled due to rain
- b. May 28th – Pet Vaccination Services – Low cost vaccine clinic hosted at the ARC
- c. May 27th – The ARC attended Food Truck Friday in Texas City. No adoptions.
- d. June 4-11th: The ARC held a Purrassic Park themed half price cat adoption promotion. Sixteen cats were adopted.
- e. June 9th – The ARC partnered with the UTMB Physician Assistant Class of 2017 to promote stress relief using pets. Two puppies were adopted.
- f. June 12th: The ARC attended an adoption event at The Arm’s Room in League City. One dog was adopted.
- g. June 24th: The ARC attended Food Truck Friday in Texas City. One dog adoption.
- h. June 25th: Pet Vaccination Services – Low cost vaccine clinic hosted at the ARC
- i. July 23rd: Participation in the “Clear The Shelters” nationwide adoption event sponsored by Telemundo, Click2Houston and KPRC2. Twenty three adoptions.
- j. July 23rd: Pet Vaccination Services – Low cost vaccine clinic hosted at the ARC
- k. July 29th: The ARC attended Food Truck Friday in Texas City. Four dog adoptions.
- l. July 30th: The ARC attended “Paw-Palooza” an adoption event at Joe’s County Store in Santa Fe. Hosted by SNIP. No adoptions.

4) Upcoming Events:

- a. August 27-28th: Paws and Claws adoption event in League City.
- b. August 27th: Pet Vaccination Services – Low cost vaccine clinic hosted at the ARC
- c. September 17th: St. John’s Methodist Church adoption event

5) Media Releases:

- a) Videos of the Pets of the Week can be viewed on www.facebook.com/garcpets and www.youtube.com.
- b) ARC Pets of the Week appear in the Galveston County Daily News in a weekly rotation
- c) ARC Pets of the Week appear in the Post in a weekly rotation
- d) Pet Vaccination Services – regular news releases submitted
- e) July 5th: News Release: County Registrations are up 71%
- f) July 18th: ARC Clear the Shelters was on Telemundo Houston
 - a. Thanks to Karla for doing the Spanish interview
 - b. Link to the video of the Telemundo report via an unlisted YouTube link: https://youtu.be/FSI_nK5FM8U

- g) July 22nd: **300 adoptable pets ready for forever homes**, Galveston County Daily News: http://www.galvnews.com/article_9df818c1-4c51-57a5-909a-5b166d14747b.html
 - h) July 22nd: **ARC PVS and Clear the Shelters** in the Bulletin Board section of the Galveston County Daily News on July 22, 2016: http://www.galvnews.com/bulletinboard/article_0ea759e5-4979-5a75-9501-5c65828efb0d.html
- 6) Staff Stress Relief:
 - a. Relaxation technique session
 - b. Birthday Luncheon
 - c. Kona Ice Truck
 - 7) Live Release Programs:
 - a) Heal A Heart Program
 - b) Sponsor A Heart Program
 - c) Senior Animal Program
 - d) Black Animal Program
 - e) Pets of the Week: Offered for half price
 - f) Pre - Altered Pets: Offered for half price
 - 8) Animal Services would like to thank the Boot Kickers Bingo Charity Fund/Animal Alliance for the use of funds to support the discounted adoption programs.

Item #5 Financial Report for June 2016

Kathy Barroso, Chief Executive Officer presented the financial report for June 2016 to the Committee. A motion was made by Commissioner Holmes to approve the June 2016 financial report. Ms. Haney seconded the motion and the Committee unanimously approved the report.

Item #6 Review of Proposed FY17 Animal Services Budget

Kathy Barroso, Chief Executive Officer asked the Committee to review the proposed FY17 Animal Services Budget. Mrs. Barroso advised the Committee that a sub committee was formed to go through the budget as well as the interlocal agreement. All Cities approved their portion of the budget and GCHD will contact Hitchcock to get their approval. A motion to approve the budget was made by Ms. Haney and seconded by Commissioner Holmes. The Committee unanimously approved.

Item #7 Consider Proposed Changes to Galveston County Animal Services Interlocal Agreement

Kathy Barroso, Chief Executive Officer asked the Committee to review the proposed changes to the Galveston County Animal Services Interlocal Agreement. Mrs. Barroso advised the Committee that County Legal has reviewed and approved the revised agreement. Ms. Haney made a motion to approve the agreement as presented. Mr. Burks seconded then motion. Commissioner Holmes asked that an amendment be made to the motion that the paragraph in item "H" on page 5 of the old agreement be added to attachment "A" of the new agreement. Ms. Haney seconded the motion and the Committee unanimously agreed.

Item #8 Comparative Data Summary (2016-2015) (Intake and Dispositions)

Kathy Barroso, Chief Executive Officer presented the comparative data summary 2016-2015 (intake and disposition). Dr. Klages asked that the euthanasia numbers reported be broke down by species and reason why they were euthanized.

Item #9 Progress Report on Animal Services Strategic Plan

Amber Adams, ARC Manager, presented the year two progress report for the Animal Services Strategic Plan.

Item #10 Update from Animal Services Advisory Committee Members

Updates from the Animal Service Advisory Committee members were given by each member city.

Item #11 Public Comments

No public comments.

Chair

Secretary/Treasurer

Date

Date



GALVESTON COUNTY HEALTH DISTRICT

Animal Services Advisory Committee

November 10, 2016

Item #4

ARC Manager Report

Animal Services: Management Report
November 10, 2016

1) Vacancies:

Shelter:

1 Part Time ACT – Position posted and collecting applications

Field:

1 Part Time ACO – Position posted and collecting applications

2) Rabies Cases:

There was 1 reported case of rabies in Santa Fe (Unincorporated) involving a bat on August 30th.

3) Events/Programs:

- a. August 13th: The ARC attended the Kemah Go event in Kemah. (1 dog adoption)
- b. August 27 – 28th: The ARC will attended Paws and Claws adoption event in League City. (Adopted 29 dogs, 7 cats)
- c. August 27th: Pet Vaccination Services will offer low cost vaccines at the ARC. (Serviced 23 animals)
- d. September 17th: St. John's United Methodist Church adoption event in Texas City. (Adopted 9 cats, 2 dogs)
- e. September 21st: Offsite volunteer orientation provided to Texas City High School, FFA/Ag Science Class
- f. September 23rd: Food Truck Friday in Texas City
- g. September 24th: Pet Vaccination Services offered low cost vaccines at the ARC. (Serviced 28 animals)
- h. October 2nd: The ARC attended St. George's Blessing of the Animals.
- i. October 4th: The ARC attended the First Christian Church Pet Blessing in the Pumpkin Patch.
- j. October 8th: The ARC attended the Breast Cancer Walk (Texas City).
- k. October 15th: The ARC hosted a Halloween party, with special guest Starbucks. (10 half price adoptions)
- l. October 22nd: Pet Vaccination Services offered low cost vaccines at the ARC. (Serviced 23 animals)
- m. October 23rd: The ARC attended the Mutt Mesh Bash at the Arm's Room
- n. October 28th: Food Truck Friday in Texas City
- o. October 29th: Children's Health and Safety Fair in Texas City

4) Media Releases:

- a) **Videos of the Pets of the Week** can be viewed on www.facebook.com/garcpets and www.youtube.com.
- b) **ARC Pets of the Week** appear in the Galveston County Daily News and in The Post in a weekly rotation
- c) **Pet Vaccination Services** – regular news releases submitted
- d) **Dog rescued after being dragged by truck**, Galveston County Daily News, 11/07/16: http://www.galvnews.com/news/free/article_4ded21b7-1544-536e-8c3e-9c28e999de57.html
- e) **PVS in Crystal Beach** on Saturday, October 29th.
The news release is also available at this link:
<http://www.gchd.org/Home/Components/News/News/1326/65>.
- f) **Caffeine and Critters**, Galveston County Daily News, 10/15/16: http://www.galvnews.com/bulletinboard/article_c495b650-6058-5b1e-939b-24f9720b7c72.html
 - a. This was this event's final appearance in the newspaper's Bulletin Board section, resulting from our news release.
- g) **ARC's pet adoption event with St. John's United Methodist Church**, 09/16/16: http://www.galvnews.com/bulletinboard/article_b7faacbd-ee08-56b8-9da4-eedda9c985fc.html
 - a. The event is included in the Bulletin Board section.
- h) **Weekend adopt-a-thon seeks to place 300 shelter animals**, Galveston County Daily News, 08/26/16: http://www.galvnews.com/news/article_f09588ce-d1af-585d-98c8-3f772148a1a5.html
 - a. The ARC is mentioned in this story about Paws and Claws

5) Live Release Programs:

- a) Heal A Heart Program
- b) Sponsor A Heart Program
- c) Senior Animal Program – Supported by Bingo funds
- d) Black Animal Program – Supported by Bingo funds
- e) Pets of the Week: Offered for half price
- f) Pre - Altered Pets (altered upon intake): Offered for half price

- 6) Animal Services would like to thank the Boot Kickers Bingo Charity Fund/Animal Alliance for the use of funds to support the discounted adoption programs.



GALVESTON COUNTY HEALTH DISTRICT

Animal Services Advisory Committee

November 10, 2016

Item #5

Financial Report for September 2016 and Review Fund Balance Reserve

Animal Resource Center - Field Operations

Revenue and Expenses for the Period ending and YTD September 30, 2016

<u>Annual Budget</u>	<u>PTD Actual 9/30/2016</u>	<u>PTD Budget 9/30/2016</u>	<u>Variance</u>		<u>YTD Actual 9/30/2016</u>	<u>YTD Budget 9/30/2016</u>	<u>Variance</u>	<u>% of Ttl YTD</u>
Revenue								
\$216,425	\$18,035	\$18,035	\$0	County Revenue	\$216,425	\$216,425	\$0	75.8%
\$0	\$0	\$0	\$0	Other Rev-Sale of Fixed Asset	\$981	\$0	\$981	0.3%
<u>\$68,023</u>	<u>\$5,669</u>	<u>\$5,669</u>	<u>(\$0)</u>	Animal Control / City Contract	<u>\$68,023</u>	<u>\$68,023</u>	<u>\$0</u>	<u>23.8%</u>
<u>\$284,448</u>	<u>\$23,704</u>	<u>\$23,704</u>	<u>(\$0)</u>	Total Revenue	<u>\$285,429</u>	<u>\$284,448</u>	<u>\$981</u>	100.0%
Expenses								
\$177,337	\$12,218	\$14,778	\$2,560	Hourly Pay	\$144,358	\$177,337	\$32,979	77.2%
\$15,000	\$544	\$1,250	\$706	Overtime	\$9,366	\$15,000	\$5,634	
\$0	\$0	\$0	\$0	Part-Time Hourly Pay	\$1,946	\$0	(\$1,946)	
\$1,500	\$31	\$125	\$94	Comp Pay	\$1,185	\$1,500	\$315	
\$13,566	\$908	\$1,130	\$222	FiCA Expense	\$11,592	\$13,566	\$1,974	
\$44	\$69	\$4	(\$65)	SUTA	\$1,097	\$44	(\$1,053)	
\$434	\$48	\$36	(\$12)	Life Insurance Expense	\$516	\$434	(\$82)	
\$390	\$30	\$32	\$2	Long Term Disab Coverage	\$329	\$390	\$61	
\$22,835	\$1,517	\$1,903	\$386	Employer Paid Health Insurance	\$14,498	\$22,835	\$8,337	
\$4,806	\$463	\$400	(\$63)	Worker's Compensation Insurance	\$5,088	\$4,806	(\$282)	
\$0	\$0	\$0	\$0	Health Reimbursement Account	\$13	\$0	(\$13)	
\$6,047	\$420	\$504	\$84	Pension / Retirement	\$5,329	\$6,047	\$718	
\$0	\$0	\$0	\$0	Misc. Contract Services	\$90	\$0	(\$90)	0.0%
\$0	\$1,005	\$0	(\$1,005)	Temporary Staffing	\$21,064	\$0	(\$21,064)	8.3%
\$1,000	\$0	\$83	\$83	Office Supplies (Field)	\$0	\$1,000	\$1,000	0.0%
\$5,789	\$140	\$482	\$342	Operating Supplies (Field)	\$2,554	\$5,789	\$3,235	1.0%
\$3,000	\$420	\$250	(\$170)	Uniform Supplies (Field)	\$420	\$3,000	\$2,580	0.2%
\$150	\$0	\$12	\$12	Postage	\$9	\$150	\$141	0.0%
\$0	\$0	\$0	\$0	Travel, Local	\$54	\$0	(\$54)	0.0%
\$0	\$0	\$0	\$0	Travel, Out of Town	\$553	\$0	(\$553)	0.2%
\$400	\$0	\$33	\$33	Training, Local	\$425	\$400	(\$25)	0.2%
\$2,000	\$0	\$167	\$167	Training, Out of Town	\$363	\$2,000	\$1,637	0.1%
\$0	\$0	\$0	\$0	Maint/Repair, Equipment	\$188	\$0	(\$188)	0.1%
\$3,500	\$2,063	\$292	(\$1,771)	Maint/Repair, Auto	\$12,405	\$3,500	(\$8,905)	4.9%
\$15,000	\$1,254	\$1,250	(\$4)	Fuel	\$7,894	\$15,000	\$7,106	3.1%
\$5,300	\$380	\$442	\$62	Maint/Repair, IT Equipment	\$1,400	\$5,300	\$3,900	0.6%
\$0	\$0	\$0	\$0	Maint/Repair, Preventative, Auto	\$995	\$0	(\$995)	0.4%
\$6,000	\$603	\$500	(\$103)	Insurance, Auto/Truck	\$7,237	\$6,000	(\$1,237)	2.9%
\$350	\$0	\$29	\$29	Newspaper Ads/Advertising	\$615	\$350	(\$265)	0.2%
\$0	\$0	\$0	\$0	Association Dues	\$125	\$0	(\$125)	0.0%
\$0	\$40	\$0	(\$40)	Professional Services	\$109	\$0	(\$109)	0.0%
<u>\$0</u>	<u>\$1,281</u>	<u>\$0</u>	<u>(\$1,281)</u>	Bad Debt Expense	<u>\$1,281</u>	<u>\$0</u>	<u>(\$1,281)</u>	<u>0.5%</u>
<u>\$284,448</u>	<u>\$23,432</u>	<u>\$23,702</u>	<u>\$270</u>	Total Expenses	<u>\$253,097</u>	<u>\$284,448</u>	<u>\$31,351</u>	100.0%
<u>\$0</u>	<u>\$272</u>	<u>\$2</u>	<u>\$270</u>	Change in Net Assets	<u>\$32,331</u>	<u>\$0</u>	<u>\$32,331</u>	

Animal Resource Center - Shelter Operations

Revenue and Expenses

for the Period ending and YTD September 30, 2016

<u>Annual Budget</u>	<u>PTD Actual 9/30/2016</u>	<u>PTD Budget 9/30/2016</u>	<u>Variance</u>		<u>YTD Actual 9/30/2016</u>	<u>YTD Budget 9/30/2016</u>	<u>Variance</u>	<u>% of Ttl YTD</u>
Revenue								
\$483,444	\$40,287	\$40,287	\$0	County Revenue	\$483,444	\$483,444	\$0	52.3%
\$0	\$25	\$0	\$25	Miscellaneous Revenue	\$25	\$0	\$25	0.0%
\$0	\$0	\$0	\$0	Other Rev-Sale of Fixed Asset	\$13	\$0	\$13	0.0%
\$10,000	\$380	\$833	(\$453)	Dog Tag, License, Retrieval Revenue	\$4,435	\$10,000	(\$5,565)	0.5%
\$30,000	\$2,695	\$2,500	\$195	Animal Shelter/Redemption Fees	\$32,455	\$30,000	\$2,455	3.5%
\$25,000	\$4,120	\$2,083	\$2,037	Animal Shelter/Fees - Fines	\$37,606	\$25,000	\$12,606	4.1%
\$6,250	\$500	\$521	(\$21)	Animal Shelter/Euthansia	\$4,581	\$6,250	(\$1,669)	0.5%
\$0	\$0	\$0	\$0	Animal Shelter/Cat Cadaver Program	\$1,821	\$0	\$1,821	0.2%
\$85,000	\$7,372	\$7,083	\$289	Animal Shelter/Adoptions	\$85,523	\$85,000	\$523	9.2%
\$6,875	\$364	\$573	(\$209)	Cremation Services	\$4,098	\$6,875	(\$2,777)	0.4%
<u>\$270,684</u>	<u>\$22,557</u>	<u>\$22,557</u>	<u>\$0</u>	<u>Animal Shelter/City Contracts</u>	<u>\$270,684</u>	<u>\$270,684</u>	<u>\$0</u>	<u>29.3%</u>
<u>\$917,253</u>	<u>\$78,300</u>	<u>\$76,437</u>	<u>\$1,863</u>	Total Revenue	<u>\$924,684</u>	<u>\$917,253</u>	<u>\$7,431</u>	100.0%
Expenses								
\$360,312	\$31,597	\$30,026	(\$1,571)	Hourly Pay	\$327,151	\$360,312	\$33,161	49.7%
\$52,125	\$3,928	\$4,344	\$416	Part-Time Hourly Pay	\$47,626	\$52,125	\$4,499	
\$0	\$0	\$0	\$0	Comp Pay	\$1,254	\$0	(\$1,254)	
\$31,552	\$2,670	\$2,629	(\$41)	FICA Expense	\$28,300	\$31,552	\$3,252	
\$132	\$175	\$11	(\$164)	SUTA	\$2,964	\$132	(\$2,832)	
\$997	\$116	\$83	(\$33)	Life Insurance Expense	\$1,155	\$997	(\$158)	
\$896	\$78	\$75	(\$3)	Long Term Disab Coverage	\$767	\$896	\$129	
\$51,240	\$4,127	\$4,270	\$143	Employer Paid Health Insurance	\$38,766	\$51,240	\$12,474	
\$11,177	\$1,316	\$931	(\$385)	Worker's Compensation Insurance	\$13,438	\$11,177	(\$2,261)	
\$0	\$11	\$0	(\$11)	Health Reimbursement Account	\$146	\$0	(\$146)	
\$14,064	\$1,165	\$1,172	\$7	Pension / Retirement	\$12,739	\$14,064	\$1,325	
\$2,500	\$126	\$208	\$82	Misc. Contract Services	\$1,589	\$2,500	\$912	0.2%
\$0	\$0	\$0	\$0	Temporary Staffing	\$42,269	\$0	(\$42,269)	4.4%
\$34,000	\$5,000	\$2,833	(\$2,167)	Neuter / Spay Contract	\$40,272	\$34,000	(\$6,272)	4.2%
\$18,000	\$1,500	\$1,500	\$0	Veterinarian Contract	\$18,000	\$18,000	\$0	1.9%
\$5,000	\$608	\$417	(\$191)	Office Supplies (Shelter)	\$9,672	\$5,000	(\$4,672)	1.0%
\$41,392	\$4,010	\$3,449	(\$561)	Operating Supplies (Shelter)	\$66,601	\$41,392	(\$25,209)	7.0%
\$40,000	\$4,706	\$3,333	(\$1,373)	Pharmaceuticals - Animal Shelter	\$41,194	\$40,000	(\$1,194)	4.3%
\$1,500	\$0	\$125	\$125	Janitorial Supplies	\$0	\$1,500	\$1,500	0.0%
\$1,500	\$0	\$125	\$125	Uniform Supplies (Shelter)	\$0	\$1,500	\$1,500	0.0%
\$22,267	\$3,545	\$1,856	(\$1,689)	Pet Food	\$27,237	\$22,267	(\$4,970)	2.9%
\$1,000	\$64	\$83	\$19	Postage	\$890	\$1,000	\$111	0.1%
\$5,100	\$359	\$425	\$66	Telephone	\$4,352	\$5,100	\$748	0.5%
\$500	\$0	\$42	\$42	Travel, Local	\$141	\$500	\$360	0.0%
\$1,000	\$0	\$83	\$83	Training, Local	\$0	\$1,000	\$1,000	0.0%
\$500	\$0	\$42	\$42	Training, Out of Town	\$1,810	\$500	(\$1,310)	0.2%
\$6,500	\$594	\$542	(\$52)	Rentals	\$7,185	\$6,500	(\$685)	0.8%
\$199,699	\$16,642	\$16,642	\$0	Leases	\$199,699	\$199,699	\$0	20.9%
\$1,000	\$1,364	\$83	(\$1,281)	Maint/Repair, Equipment	\$6,114	\$1,000	(\$5,114)	0.6%
\$1,000	\$0	\$83	\$83	Maint/ Repair, Bldg.	\$0	\$1,000	\$1,000	0.0%
\$5,300	\$381	\$442	\$61	Maint/Repair, IT Equipment	\$2,097	\$5,300	\$3,203	0.2%
\$1,500	\$0	\$125	\$125	Newspaper Ads/Advertising	\$1,307	\$1,500	\$193	0.1%
\$250	\$0	\$21	\$21	Association Dues	\$0	\$250	\$250	0.0%
\$100	\$0	\$8	\$8	Prof Fees/License/Inspections	\$0	\$100	\$100	0.0%
\$100	\$0	\$8	\$8	Professional Services	\$836	\$100	(\$736)	0.1%
\$0	\$0	\$0	\$0	Animal Carcus Removal	\$689	\$0	(\$689)	0.1%
\$2,050	\$169	\$171	\$2	Trash Removal	\$2,026	\$2,050	\$24	0.2%
\$3,000	\$337	\$250	(\$87)	Service Charge - Credit Cards	\$3,715	\$3,000	(\$715)	0.4%
\$0	\$0	\$0	\$0	Cashier Over/Short	\$0	\$0	(\$0)	0.0%
\$0	\$2,677	\$0	(\$2,677)	Bad Debt Expense	\$2,677	\$0	(\$2,677)	0.3%
<u>\$917,253</u>	<u>\$87,266</u>	<u>\$76,437</u>	<u>(\$10,829)</u>	Total Expenses	<u>\$954,677</u>	<u>\$917,253</u>	<u>(\$37,424)</u>	100.0%
<u>\$0</u>	<u>(\$8,966)</u>	<u>\$0</u>	<u>(\$8,966)</u>	Change in Net Assets	<u>(\$29,993)</u>	<u>\$0</u>	<u>(\$29,993)</u>	

Animal Resource Center - Donations

Revenue and Expenses for the period and YTD ending September 30, 2016

<u>Annual Budget</u>	<u>PTD Actual 9/30/2016</u>	<u>PTD Budget 9/30/2016</u>	<u>Variance</u>		<u>YTD Actual 9/30/2016</u>	<u>YTD Budget 9/30/2016</u>	<u>Variance</u>
				Revenue			
<u>\$0</u>	<u>\$744</u>	<u>\$0</u>	<u>\$744</u>	Donations	<u>\$11,719</u>	<u>\$0</u>	<u>\$11,719</u>
<u>\$0</u>	<u>\$744</u>	<u>\$0</u>	<u>\$744</u>	Total Revenue	<u>\$11,719</u>	<u>\$0</u>	<u>\$11,719</u>
				Expenses			
<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	Neuter / Spay Contract	<u>\$2,149</u>	<u>\$0</u>	<u>(\$2,149)</u>
<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	Total Expenses	<u>\$2,149</u>	<u>\$0</u>	<u>(\$2,149)</u>
<u>\$0</u>	<u>\$744</u>	<u>\$0</u>	<u>\$744</u>	Change in Net Assets	<u>\$9,569</u>	<u>\$0</u>	<u>\$9,569</u>

**Animal Services
Fund Balance Reserve
as of September 30, 2016**

Field Services

Beginning Fund Balance @ 9/30/15	\$158,862
FY16 YTD Surplus / (Loss)	\$32,331
Total Field Services Fund Balance @ September 30, 2016	<u><u>\$191,193</u></u>

Shelter Services

Beginning Fund Balance @ 9/30/15	\$59,739
FY16 YTD Surplus / (Loss)	(\$29,992)
Total Shelter Services Fund Balance @ September 30, 2016	<u><u>\$29,747</u></u>

Donations

Beginning Fund Balance @ 9/30/15	\$29,694
FY16 YTD Surplus / (Loss)	\$9,569
Total Donations Fund Balance @ September 30, 2016	<u><u>\$39,263</u></u>

Summary

Field	\$191,193
Shelter	\$29,747
Donations	\$39,263
Total Summary Fund Balance @ September 30, 2016	<u><u>\$260,203</u></u>



GALVESTON COUNTY HEALTH DISTRICT

Animal Services Advisory Committee

November 10, 2016

Item #6

**Consider for Approval Proposal to Install Additional Security
Cameras at the Animal Resource Center**



Galveston Co Health District

A PROPOSAL TO: Donna Milton

May 17, 2016





VIDEO SYSTEM INSTALLATION

Objective

AV Specialists will be providing a self-contained system, with 6 cameras total to provide maximum coverage of Galveston County Animal Shelter. The Reception area will have 2 cameras to provide broad coverage. There will be a license plate camera to capture all vehicles entering the complex with a day/night lens and IR illuminator. 5 cameras will be 4 MP Turret Dome IP cameras. The cameras will be set to motion detection meaning they will only record when there is motion. When installation is complete, there may be a couple weeks of fine tuning period, with no extra charge to ensure complete capturing of all potential incidents. The cameras will record at 15-30 frames per second or more depending on the amount of motion and sensitivity needed to capture all potential incidents.

CAMERA LAYOUT



AV SPECIALISTS INC.

7707 Waterlilly Ln, Pearland, TX 77581 • Phone: 832.373.1377 • Fax: 832.553.2749
RobertHill@MyHoustonInstallers.com • www.MyHoustonInstallers.com

PURCHASE PRICE

Equipment and Programming:

\$4,496.69

Deposit Requirement (60%):

\$2,698.01

Final Balance: (40%)

\$1,798.68

Terms (Final Balance upon completion)

Refer to proposal for itemization and terms of purchase price.



AV SPECIALISTS INC.

7707 Waterlilly Ln, Pearland, TX 77581 • Phone: 832.373.1377 • Fax: 832.553.2749
RobertHill@MyHoustonInstallers.com • www.MyHoustonInstallers.com

AV Specialists Inc.
 7707 Waterlilly Ln
 Pearland, TX 77581
 (832)373-1377
 roberthill@myhoustoninstallers.com

Proposal 1553



ADDRESS

Galveston County Health
 District
 3412 Loop 197 South
 Texas City, TX 77590

DATE
 05/17/2016



ACTIVITY	QTY	RATE	AMOUNT
16 Channel NVR 16 Channel NVR 16CH 1080P NVR, Third-party network cameras supported, Up to 5 Megapixels resolution recording, HDMI and VGA output at up to 1920 1080P resolution, 16-ch simultaneously playback, HDD quota and group management	1	942.00	942.00T
2TB Hard Drive Form Factor: - 3.5" Interface: - SATA 3.0Gb/s Capacity: - 2 TB - 3,907,029,168 Sectors Cache: - 64MB Data Transfer Rate: - 110 MB/s maximum sustained - 3Gb/s Buffer to host Rotational Speed: - Intellipower	1	109.00	109.00T
4 MP IP IR Matrix camera 4 MP Turret Dome IP Camera " 1/3" Progressive Scan CMOS " HD Video Output " 2.8mm Fixed Lens" PoE " Low Illumination " Dual Stream " Day/ Night " IP66 " IR cut filter with auto switch " Matrix IR range: up to 90ft	5	249.00	1,245.00T

ACTIVITY	QTY	RATE	AMOUNT
3 MP IP Box Camera Up to 3 megapixel (2048 x 1536) high resolution 3 MP IP Box Camera Super low-light 120 dB wide dynamic range True day / night 3D digital noise reduction	1	439.99	439.99T
Theia Technologies Lens The lens is designed to allow the installer to take full advantage of the high resolution of HD and multi megapixel cameras and can be used on cameras at up to 5 MP resolution, giving a crisp image from edge to edge. The lens is IR corrected for use with true Day/Night cameras. With IR correction, light from artificial illumination focuses at the same plane as the visible light, allowing the image to remain in focus when the camera switches to night mode and. Unlike lenses without IR correction, the night image will not be out of focus when using IR illumination. 9 to 40mm for long reach and field-of-view optimization IR corrected for true Day/Night cameras Supports multi MP resolution cameras for demanding applications up to 5 MP Compact design to fit into domes as small as 4" (10.16 cm) minidome size Designed with DC auto iris, CS-mount, and 1/3", 1/2.7" HD, and 1/2.5" sensors	1	299.00	299.00T
IR Illuminator IR Illuminator 18 pcs. Powerful IR LEDs Ø10 / 24 LED Size 500FT. IR Distance 10 Light Angle Ideal for Long Range IR Illumination IP66 Rating for Water Resistance Auto Activated DC 12V, 1,000mA (IR LED On)	1	129.00	129.00T
Plenum Network Cable Category 5 (CAT5e) Enhanced Plenum Cable Unshielded twisted pair Solid conductors This type of CAT 5 cable is used in office and industrial applications where code requires it (Priced per Foot)	800	0.30	240.00T
IP Camera Installation Install IP Cameras Routing Network Cables for IP Cameras Configuring IP Cameras to network	6	125.00	750.00T
			4,153.99
			342.70

\$4,496.69

Accepted By

Accepted Date

Anytime Lock & Safe, Inc.

PO Box 911

LaMarque, TX 77568

Estimate

Date	Estimate #
4/12/2016	416

Name / Address
Galveston County Health District PO Box 939 LaMarque, TX 77568

			Project
Description	Qty	Rate	Total
BLACKJACK CUBE NVR POWERED BY DIGITAL WATCHDOG SPECTRUM	1	3,595.90	3,595.90
DIGITAL WATCHDOG 2.1 MEGAPIXELS/1080P VANDAL DOME IP CAMERA	4	989.90	3,959.60
MISC. WIRE AND HARDWARE FOR MOUNT	1	420.00	420.00
LABOR/INSTALL AT 2 MEN	12	160.00	1,920.00
Service Call	1	65.00	65.00
		Subtotal	\$9,960.50
		Sales Tax (8.25%)	\$0.00
		Total	\$9,960.50

Phone #	Fax #	E-mail
(409)938-0000	(409)938-1154	ACooper@AnytimeLockandSafe.com

Anytime Lock & Safe, Inc.

PO Box 911
LaMarque, TX 77568

Estimate

Date	Estimate #
4/12/2016	415

Name / Address
Galveston County Health District PO Box 939 LaMarque, TX 77568

			Project
Description	Qty	Rate	Total
DIGITAL WATCHDOG 8CH. DVR 1TB HDD DWD-DWVMAX480D81T	1	1,889.90	1,889.90
DIGITAL WATCHDOG STAR LIGHT AHD SERIES VANDAL DOME CAMERA	4	329.90	1,319.60
MISC. WIRE AND HARDWARE FOR MOUNT	1	420.00	420.00
LABOR/INSTALL CAMERA SYSTEM 2 MEN	12	160.00	1,920.00
Service Call	1	65.00	65.00
		Subtotal	\$5,614.50
		Sales Tax (8.25%)	\$0.00
		Total	\$5,614.50

Phone #	Fax #	E-mail
(409)938-0000	(409)938-1154	ACooper@AnytimeLockandSafe.com

ASAP Security Services

Phone: (877) 418-2727

Fax: (800) 480-8227

8713 Fallbrook

Houston, TX 77064

**Quote**No.: **8262**

Date: 10/28/2016

Prepared for:

Prepared by: Nick Thompson

Account No.: 7602

Galveston County Health District-Animal Shelter

3412 Loop 197

Texas City, TX 77590

Quantity	Item ID	Description	UOM
Animal Shelter IP Video System			
1	AVG - VMA-AS1-8P4	HD Video Appliance 8 Port 4 TB unit with ACC Core 8-Ch License	
1	AVG - 2.0-H3-D1	2.0 Megapixel (1080p) HD H264 Indoor Dome, 3-9mm lens IR	
1	AVG - 5.0-H3-BO2-IR	5.0 Megapixel HD Bullet, 9-22mm f/1.6 P-iris P-iris lens, Integrated IR	
1	AVG - H4-BO-JBOX1	HD Bullet Camera Junction Box	
1.00	Item	19" LED Monitor	
1.00	24/4 PAIR PLENUM GREEN	CAT5e Plenum Green	
19.00	Installation Standard	Labor for Standard Installation	
1.00	Misc. Hardware	Installation Hardware	
1.00	Freight	Shipping and Handling	
A/C power will be provided by owner			
Program all cameras to record on motion and check playback			
Network interface and IP address to be provided by owner (If remote login is desired)			
Provide training to owner			

Your Price:	\$6,076.66
Sales Tax	\$501.32
SubTotal:	\$6,577.98
Total:	\$6,577.98

Prices are firm until 11/27/2016 Terms: Due Upon Receipt

Prepared by: Nick Thompson, Nthompson@asapss.com**Date:** 10/28/2016**Accepted by:** _____ **Date:** _____**Disclaimer**

Due to state law, no work on Fire Alarm Installations / Remodels will be performed without proper submittals to the AHJ and a valid Installation/Remodel permit in hand. All Conduit Labor and Material is by others unless specified. Phone Lines are required for both Burglar and Fire Alarm Panels to communicate to a central station and are by others. Network connectivity to alarm panels or computer related equipment by others. ASAP Security provides monitoring of alarm systems, and those fees are additional to this quote and require a monitoring contract. Service Contracts are also an option and require a separate contract and fees. All Fire,

Amber Adams

From: Nancy Morecraft
Sent: Monday, May 23, 2016 10:06 AM
To: Amber Adams; Kathy Barroso
Subject: FW: Your ADT Security Proposal Confirmation

Forgot to attach it ☺

Thank you,
Nancy Morecraft
Asst. Procurement Agent
409-938-2274

Your quote proposal is here.



ADT Always There.®

Contact Your Security Specialist
✓ Call: +1 4097390470

SAFETY AND SECURITY IS A STEP CLOSER

Dear Donna Milton,

Thank you for choosing ADT® Security Services. Below is your quote proposal. If you have any additional questions, please do not hesitate to reach out to me. Otherwise, I look forward to setting up your installation.

Sincerely,
Tamatha Perkins
tdperkins@adt.com
+1 4097390470
ADT Security Services

Request for:

Animal Resource Center

Additional Contact:

Your Local ADT Manager:
Michael Lopez

Service Address:
3412 Loop 197 N
Texas City, TX 77590

mllopez@adt.com
+1 2817318046

Proposal ID:
101306497

Proposal Expires: 6/18/2016

Video	Qty	Install	Monthly
[NVR-4204-P-ADT-2] - 4-Ch NVR, 4-1 Port PoE, 1080p(1920x1080) Rec Res,HDMI/VGA vid outputs, 1 USB2.0/1 USB3.0 Port, 2TB HDD Package:		\$400.00	\$21.67
Accessories:			
[IPC-HDBW4120E-ADT28] - 1.3MP 3 HD Network Vandal-proof IR Mini Dome Cam, 720P, 30fps, 2.8mm, IP67, IK10, 30m IR, OUTDOOR -40C		\$447.00	\$27.99
[IPC-HFW4120E-ADT36] - 1.3MP 1 HD Network Small IR Bullet Camera, 720P 30fps, 3.6mm, IP67, 30m IR, OUTDOOR -40C		\$149.00	\$9.33
	Solution Subtotal:	\$996.00	\$58.99
Additional Fees:			
	Fees Subtotal:	\$0.00	\$0.00
	Discounts Subtotal:	\$0.00	\$0.00
Permits:			

Reinstatement Charges

Past Due Amount \$0.00

Pre payAmount \$0.00

Taxes:

Install Taxes \$0.00

Monthly Service Charges \$0.00

TOTAL INSTALLATION PRICE*:	\$996.00	
<hr/>		
TOTAL MONTHLY SERVICE CHARGE:		\$63.86
TOTAL SAVINGS:	\$0.00	\$0.00
Minimum Deposit Due:	\$498.00	
Balance Due at Installation:	\$498.00	

Again, if you have additional questions, please do not hesitate to reach out to me. Otherwise, our next step will be setting up your installation. Please review your proposal and call to have your installation scheduled.

Sincerely,
Tamatha Perkins, ADT Security Service
tdperkins@adt.com
+1 4097390470



ADT Security Services. Providing rapid response and peace of mind, 24 hours a day.*

*36 month monitoring contract required. Total Installation charge based on equipment system configuration contained in this Quote Proposal. This is a quote only and is not a binding contract between you and ADT. You will be required to sign a small business contract prior to installation. Refer to ADT.com/legal for Small Business Terms and Conditions and Contract Information.

©2016 ADT LLC dba ADT Security Services. All rights reserved. ADT, the ADT logo, ADT Always There and

800.ADT.ASAP and the product/service names listed in this document are marks and/or registered marks. Unauthorized use is strictly prohibited. License information available at www.ADT.com or by calling 800.ADT.ASAP. **CA** ACO7155, 974443; PPO17232; **FL** EF0001121; **LA** F1639, F1640, F1643, F1654, F1655; **MA** 172C; **NC** Licensed by the Alarm Systems Licensing Board of the State of North Carolina 7535P2, 7561P2, 7562P10, 7563P7, 7565P1, 7566P9; **NY** 12000305615; **PA** 090797. **MS 15019511**



GALVESTON COUNTY HEALTH DISTRICT

Animal Services Advisory Committee

November 10, 2016

Item #7

Comparative Data Summary (2016-2015) (Intake and Dispositions)

Galveston County Animal Resource Center
Comparative Data Summary FY2016

2016 Data

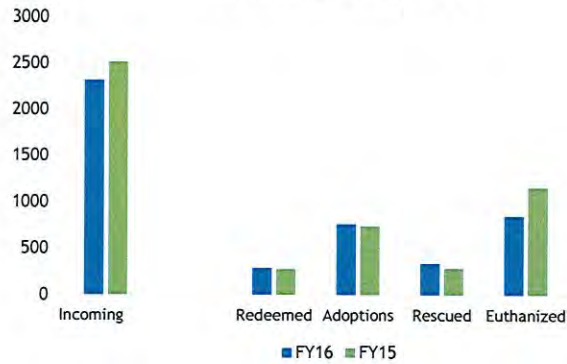
	Oct	%	Nov	%	Dec	%	Jan	%	Feb	%	Mar	%	Apr	%	May	%	Jun	%	Jul	%	Aug	%	Sep	%
Incoming	437		366		431		342		392		355		419		436		449		411		494		445	
Redeemed	46	11%	60	16%	57	13%	41	12%	43	11%	45	13%	63	15%	35	8%	47	10%	38	9%	52	11%	53	12%
Adoptions	142	32%	111	30%	184	43%	121	35%	88	22%	118	33%	124	30%	102	23%	116	26%	133	32%	148	30%	113	25%
Rescued	47	11%	30	8%	60	14%	60	18%	89	23%	56	16%	44	11%	48	11%	35	8%	27	7%	44	9%	62	14%
Euthanized	170	39%	176	48%	128	30%	102	30%	151	39%	122	34%	123	29%	168	39%	205	46%	185	45%	160	32%	185	42%

Summary FY16		
Incoming	4,977	
Redeemed	580	12%
Adoptions	1,500	30%
Rescued	602	12%
Euthanized	1,875	38%

Summary FY15		
Incoming	5,502	
Redeemed	526	10%
Adoptions	1,444	26%
Rescued	501	9%
Euthanized	2,693	49%

Net Change		
Incoming	(525)	-10%
Redeemed	54	10%
Adoptions	56	4%
Rescued	101	20%
Euthanized	(818)	-30%

FY16/FY15 Comparison





GALVESTON COUNTY HEALTH DISTRICT

Animal Services Advisory Committee

November 10, 2016

Item #8

Update from Animal Services Advisory Committee Members



GALVESTON COUNTY HEALTH DISTRICT

Animal Services Advisory Committee

November 10, 2016

Item #9

Public Comments